



# United States Department of the Interior

## BUREAU OF LAND MANAGEMENT

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September 21, 2001

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EMS TRANSMISSION: 9/21/01

Instruction Memorandum No. CA 2001-063

Expires: 9/30/2002

To: All Field Office Managers

From: DSD, Support Services

Subject: Phase Out of Manual Reset Postage Meters

**DD: 12/31/2001**

In March of 2000 all Federal government agencies were notified by U.S. Postal Service (U.S.P.S.) Memorandum of the phase out of manual reset postage meters. The State Office Mail Room Manager sent a reminder via telefax to all Field Office Meter Mail Operators in February of this year. The U.S.P.S. is requiring use of remote set meters for compliance in ability to interface with the U.S.P.S. National Meter Accounting and Tracking System (MATS).

The deadline for replacement of the manual reset meters is December 31, 2001. Field offices that to date have not acquired a remote set meter through their service contract dealer should do so at this time. Offices using Ascom Hasler meter mail equipment need to be aware there is an 8-12 week waiting period for availability from the manufacturer.

Included with this directive is a copy of an extract from the Federal Register notice pertaining to the U.S.P.O. requirement (attachment 2). Attachment 1 is a list of Ascom Hasler (AH) service providers and their phone numbers supplied to us by International Mailing Equipment, Ascom Hasler, here in Sacramento. Those offices with other than AH equipment should check your present contract for reference to a service representative.

Any questions arising from this directive or pertaining to the U.S.P.S. requirement may be directed to the State Office Mail Room Manager, Richard Erickson, through E-Mail or at 916-978-4304.

Signed by:  
Karen Barnette  
DSD, Support Services

Authenticated by:  
Richard A. Erickson  
Records Management

2 Attachments

- 1 - Service Providers (1 pg.)
- 2 - FR Notice Extract (2 pp.)

ASCOM HASLER SERVICE REPRESENTATIVES  
FOR BLM CA FIELD OFFICES

EMECCO  
805-520-4135

Bakersfield Office  
Bishop Field Office  
Ridgecrest Field Office

International Mailing Equipment (IME)  
916-448-1000 (Note separate extension)

Folsom Field Office	Ext. 230
Arcata Field Office	Ext. 237
Ukiah Field Office	Ext. 305
Redding Field Office	Ext. 237
Eagle Lake Field Office	Ext. 237

Triforce Solutions  
408-278-6900

Hollister Field Office

Rogue Mailing  
541-773-4200

Alturas Field Office  
Surprise Field Office

American Business  
909-335-2035

California Desert District  
Palm Springs Field Office  
Barstow Field Office  
Needles Field Office

San Diego Postal  
800-545-0437  
El Centro Field Office



## **Final Postal Service Plan for the Retirement of Manually Reset Postage Meters**

[Extracted from Federal Register, December 13, 2000 (Volume 65, Number 240)]

1. Effective February 1, 2000, new placements of manually reset electronic postage meters ceased. The decision applied to new customers as well as existing meter users. All meter manufacturers were notified of this policy and have complied.
2. The Postal Service will allow a lease extension for a manually set electronic meter up to December 31, 2001, for any lease that expires during calendar year 2000. No other lease extensions are permitted by the Postal Service. Manufacturers or users cannot avoid meter retirement by the manipulation of leases.
3. Some users currently have a lease for a manually reset electronic meter that expires after December 31, 2000. Any meter covered under such a lease may be used until the end of the calendar quarter following the quarter in which the lease expires, at which time the meter must be retired and withdrawn from service. This date is called the "retirement date." For example, any meter with a lease expiring during the first quarter of 2001 (January, February, or March 2001) must be retired before the end of the second quarter of 2001 and will have a retirement date of June 30, 2001. This timetable will give all manually set postage meter users at least three months to replace the meter with a remote set meter and will consolidate retirement dates.
4. All retired meters must be withdrawn from active service records immediately upon the retirement date following lease expiration. Manufacturers must process PS Form 3601 -C, Postage Meter Activity Report, to withdraw the meter effective the retirement date.
5. Retired meters must be physically returned to the manufacturer within 30 business days after the retirement date. The use of a retired meter in the time period between the **retirement** date and when the meter is returned to the manufacturer may result in the cancellation of the user registration.
6. Official notification to users explaining this plan will be sent directly by the Manager, Postage Technology Management, Postal Service Headquarters. No other correspondence will be considered to be official.
7. The manager of Postage Technology Management reserves the right to review manufacturer correspondence to these meter users prior to distribution.
8. After each retirement date, the Postal Service may review meter manufacturers' lease records in comparison with meter withdrawals, to ensure that all meters that should have been retired were retired.
9. Any manually reset electronic postage meter that is capable of remote meter setting must be either converted to remote meter setting or withdrawn from service. The function that allows manual resetting must be disabled.
10. Given the rapid pace of new technological developments for secure postage meter technology, meter manufacturers should not offer, and customers should not accept, leases for postage meter equipment of more than five (5) years' duration.

11. The following meter models may be affected by this plan. Any postage meter that is taken to a post office for resetting is affected by this plan and must be retired, even if it is not included on the following list.

Ascom Hasler	Francotyp-Postalia	Neopost	Pitney Bowes
1441	7000	9212	6501
1441X	7100	9212G	6502
1446	7200	9248	6513
1446X		9248G	B901
16410		9252	E1101
16413		9252G	E102
16413X		9257	
16463		9257G	
16463X		9258	
17563		9258G	
17563X		9252U	
4280		9257U	
64280		9258U	
741		9258UG	
741X		9267	
7410		9268	
7410X		9268G	
7413		9282M	
7413X		9287GM	
7560		9287M	
7560X		9288GM	
7563		9288M	
7563X		9512GM	
		9512M	
		9547GM	
		9547M	
		9548GM	
		9548M	

